



Navy International Office

Naval Attache Orientation

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Official Visit Process

- Foreign Visit System (FVS): DoD mechanism for processing ***official visit requests***.
- Submission and approval process provides appropriate U.S. personnel **authorization** for disclosing information to foreign visitors.
- FVS provides ***coordination*** information, such as the host point of contact and telephone number.
- FVS provides official foreign government ***security assurances***.

Key Portions of FVS Request

- **VISIT PURPOSE.** Ensure the purpose is clear. The approval of each visit and the topics discussed will be limited to the purpose stated.
- **TIMELINESS.** The normal FVS clearance process requires submission 30 days in advance of a visit. Only true emergencies should be submitted with less than 30 days notice.
- **COMPLETENESS.** Accurate and complete information allows the process to flow smoothly. Incomplete information slows the FVS process.

Exchange Officers

PEP = Personnel Exchange Program

- **Need two inputs to U.S. Navy/
Marines**

**1. Nomination To Bureau of
Personnel or
Nomination To HQMC (MPO)**

**2. FVS Input for Security
Assurance**

FVS Factoids

- 65 Embassies have FVS online access.
- DON processes over 10,000 visits per year.
 - **5,000 are delegated for approval to Fleet Commanders or Systems Commands**
 - **About 350 are “extended” visits (PEPs, FLOs, ESEPs, CPPs)**
- Most visits are associated with an International or Cooperative Program
- FVS not applicable for visits within scope of an IEA/DEA

Off-Line Visit Request Form

- Standard Visit Request Form may be found in The Guide for Foreign Attaches

FAX THIS FORM TO (202) 764-2465.
DO NOT MAIL.

- Please fill in all of the requested information in order to help the FVS approval process.



Navy Interrogations Office

Naval Attache Orientation

Mr. Michael McCloskey

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Navy International Programs Office

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Request for USN Documents

- Provided only on a government-to-government basis
- Requests from outside sources are returned
- Document must be under the cognizance of the Department of the Navy (USN or USMC)
- Document typically applies to an established international or cooperative program
- Automatic distribution is not provided

First Check Public Sources

- U.S. Library of Congress
<http://www.loc.gov/>
- U.S. Government Printing Office
<http://www.gpo.gov/>
- National Technical Information Service
<http://www.ntis.gov/>

U.S. DoD Public Sources

- Defense Technical Information Center (DTIC)
<http://www.dtic.mil/>



MIL-STDs & MIL-SPECS

DODSSP

The Department of Defense
Single Stock Point for Military
Specifications, Standards
and Related Publications

<http://dodssp.daps.mil>

DODSSP CONTENT

Document Categories in the DODSSP Collection

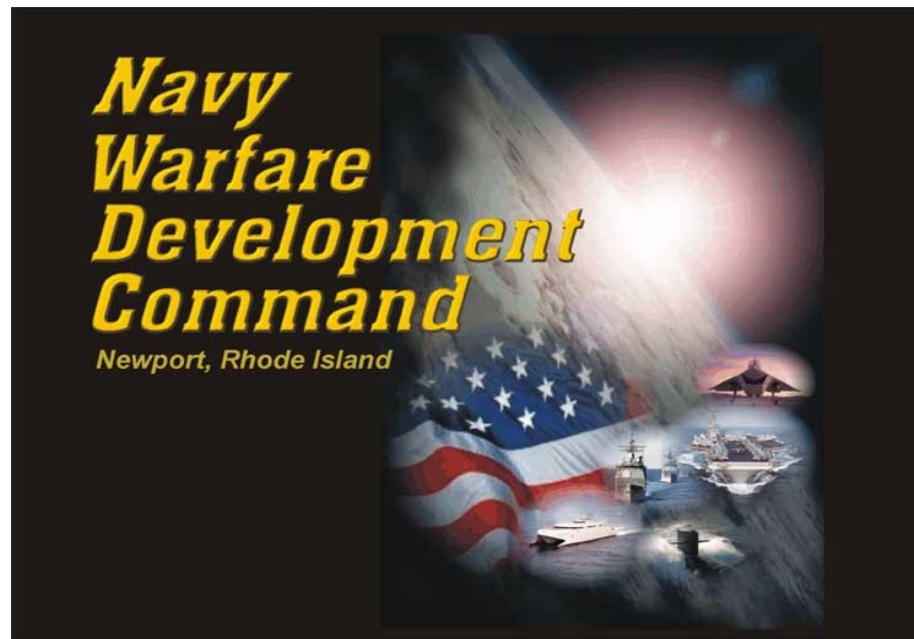
- Military / Performance / Detail Specifications
- Military Standards
- DoD-adopted Non-Government / Industry Specifications and Standards
- Federal Specifications and Standards / Commerical Item Descriptions
- Data Item Descriptions
- Military Handbooks
- Qualified Products / Manufacturer's Lists (QPLs/QMLs)
- USAF / USN Aeronautical Standards / Design Standards
- USAF Specifications Bulletins

Other Hyperlinks to Docs

- DoD Acquisition Deskbook
<http://web1.deskbook.osd.mil>
- Joint Electronic Library
<http://www.dtic.mil/doctrine/index.html>
- Navy Websites Listed Alphabetically
<http://www.navy.mil/nol/alpha.html>
- Navy Training International Catalog
https://www.netsafa.navy.mil/catalog/table_contents.asp

U.S. Navy Public Sources

- Naval Warfare Development Command On-Line:
<http://www.nwdc.navy.mil/default.asp>



Classified Docs & Tech Data

- Requested through **DTIC** for documents in DTIC's inventory. Country needs DTIC account.
- Requested through the **FMS Country Desk Officer** at Navy IPO **or** the **U.S. Navy Program Office** for established Foreign Military Sales cases.
- Requested through **Navy IPO (IPO-01B22)** for all others.

Document Request Form

- Navy IPO's Document Request Form may be found on the Internet at:
<https://www.nipo.navy.mil/Library/docs/ForeignReqforDocsFormLetter.dot>
- **Document Short & Long Titles**
- **Publication Number**
- **Classification**
- **Justification (Why it is wanted and what it will be used for?)**

Electronic Documents

- U.S. Navy has not yet perfected a system to provide documents on CD-ROM to foreign customers.
- Short-term simple solution is for country to use in-house double-side scanner to PDF file format.

Navy IPO Visits & Docs Team

Foreign Visit Requests

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